



# Baltimore City Department of Human Resources

Gladys B. Gaskins, Director of Human Resources

Sheila Dixon, Mayor

**EXAMINATION FOR:** SUPERINTENDENT OF TRAFFIC CONTROL

**SALARY:** \$52,800 – \$74,500 **GRADE:** 116

**CLOSING DATE:** October 19, 2007 is the last day to file an application.

**POSITION:** A Superintendent of Traffic Control plans, coordinates and directs parking and moving vehicle regulation enforcement activities and provides management level operational and policy support to the Chief of the Safety Division. Employees work a conventional workweek which includes evening, weekend and callback hours.

The eligible list may be used to hire persons as vacancies arise.

**MINIMUM QUALIFICATIONS:** On or before the date of filing the application, each candidate must:

Have a valid Maryland Class C Noncommercial driver's license or an equivalent out-of-state driver's license acceptable to the Office of Risk Management;

AND

Have a bachelor's degree from an accredited college or university;

AND

Have five years of experience in public administration, program compliance, regulatory or code enforcement, including at least one year of managing field operations and two years of such supervisory responsibilities as disciplining, evaluating the performance of, and recommending the hiring, firing and promoting supervisors of others engaged in regulatory or code enforcement.

Each additional year of experience in public administration, program compliance, regulatory or code enforcement may be substituted for up to two years if the college or university requirement.

Non-supervisory experience or education may not be substituted for the required supervisory experience.

**NOTE:** YOUR LICENSE MUST BE RECORDED ON YOUR APPLICATION AND WILL BE VERIFIED BY THE APPOINTING AUTHORITY. PROVISIONAL DRIVER'S LICENSES AND LEARNER'S PERMITS ARE NOT ACCEPTABLE.

**SELECTION PROCESS:** All candidates indicating the minimum qualifications on their applications will be placed on the eligible list without further examination. The license, training and experience of each candidate will be evaluated for appropriateness and quantity. It is essential, therefore, that you give complete and accurate information on your application. Vagueness or omission may prevent you from being considered for the position. Qualified candidates will not be listed in rank order.

**NOTE:** Those eligibles who are under final consideration for appointment will be required to authorize the release of criminal conviction information from the Maryland State Police.

41617 (080807) 116 U (3) Q  
KR/mb POSTED: 10/09/07

Apply to: Baltimore City Department of Human Resources · 201 East Baltimore Street · Suite 100 · Baltimore, Maryland 21202 · (410) 396-3860

For additional job opportunities information, call (410) 545-3875

For the Hearing impaired: TTY 396-4930

**An Equal Opportunity Employer**

[www.baltimorecity.gov](http://www.baltimorecity.gov)

(see reverse side)

**APPLICATIONS:** Applications may be obtained by mail or in person from the Baltimore City Department of Human Resources, 201 East Baltimore Street, Suite 100, Baltimore, Maryland 21202.

**PHYSICAL EXAMINATION:** Eligible candidates must pass a job-related physical examination administered by the City.

**TESTING FOR DRUGS:** Effective October 1, 1994, the City's pre-employment physical examination for all applicants will include substance abuse testing. Substance abuse testing shall also be required prior to promotion to a sensitive job classification.

**ELIGIBILITY:** Qualified candidates will be considered for vacancies as they arise, for a period of at least one year. The decision of the Director of Human Resources with respect to acceptable minimum qualifications is final.

**SERVICE FEE:** City employees who are represented by a union will be required to become union members or to pay a service fee as a condition of continuing employment after completion of a probationary period.

**PROBATION:** All persons, including current City employees, selected from an eligible list resulting from this examination will be on probation for six months.

**FOR YOUR CONVENIENCE:** Applicants may also obtain and submit applications for this title at the following location:

Baltimore City Office of Transportation  
417 East Fayette Street  
5th Floor  
Baltimore, Maryland 21202



Baltimore City  
Department of Human Resources  
201 East Baltimore Street  
Suite 100  
Baltimore, Maryland 21202